



Board Member Agreement - SAMPLE

Adapted from Compasspoint "Board Café" materials (2001)

I understand that as a member of the Board of Directors of (organization), I have a legal and moral responsibility to ensure that the organization does the best work possible in pursuit of its goals. I believe in the purpose and the mission of the organization, and I will act responsible and prudently as its steward.

As part of my responsibilities as a board member:

1. I will interpret the organization's work and values to the community, represent the organization, and act as a spokesperson.
2. I will attend at least 75% of board meetings, committee meetings, and events.
3. I will make a personal financial contribution at a level that is meaningful to me.
4. I will actively participate in one or more fundraising activities.
5. I will act in the best interests of the organization and excuse myself from discussions and votes where I have a conflict of interest.
6. I will stay informed about the organization. I will ask questions and request information. I will participate in and take responsibility for making decisions on issues, policies, and other board matters.
7. I will work in good faith with staff and other board members as partners towards achievement of our goals.
8. If I do not fulfill these commitments to the organization, I will expect the board chair to call me and discuss my responsibilities with me.

In turn, (the organization) will be responsible to me in several ways:

1. I will be sent, without request, timely financial reports and an update of organizational activities.
2. Opportunities will be offered to me to discuss with the executive director and the board chair the organization's programs, goals, activities, and status. Additionally, I can request such an opportunity.
3. The organization will help me perform my duties by keeping me informed about issues in the industry and field in which we are working and by offering me opportunities for professional development as a board member.
4. Board members and staff will respond in a straightforward fashion to questions I have that I feel are necessary to carry out my fiscal, legal, and moral responsibilities to (the organization). Board members and staff will work in good faith with me towards achievement of our goals.
5. (The organization) will carry directors and officers liability insurance.

Signed: _____

Date: _____